

Caniff Liberty Academy
Board of Directors
Annual Organizational Meeting
Minutes

Date: Wednesday, August 21, 2024
Time: 6:00 pm
Location: 2650 Caniff, Hamtramck MI 48211

Call to Order

The meeting was called to order at 6:01 pm by Member Ibrahim.

Roll Call

A roll call was taken. The following board members were in attendance:

Absent (Excused)– Mr. Abu-Shanab
Present - Mr. Ali Al-Zaqzuq
Absent (Excused) – Mr. Imad Hamad
Present – Mr. Qurban Choudhury
Present – Dr. Elmoataz Ibrahim

A quorum was in attendance to conduct business.

Also in attendance were the following individuals:

Mr. Ahmed Saber, EMAN
Mr. Ehab Hassan, EMAN
Dr. Azra Ali, EMAN
Dr. Larry Cowger, EMAN
Dr. Lorilyn Coggins, EMAN
Mr. Tom Kozak, Caniff Liberty Academy
Ms. Antoinette Dorsett, Oakland University Charter Schools Office

Conflict of Interest Inquiry

No board member indicated having a conflict of interest with any proposed agenda item.

Appointment of Temporary Chairperson

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Choudhury that Dr. Ibrahim will serve as Chairperson for the meeting. The vote was unanimous in favor of the motion, 3/0, (AYES – Al-Zaqzuq, Ibrahim, and Choudhury). Motion passed. Ibrahim –Chairperson.

Approval of Agenda

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Choudhury to approve the agenda. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Ibrahim, and Choudhury). Motion passed - Agenda approved.

Public Comment Relating to Agenda Items

No public comment was provided.

Annual Organizational Items

It was moved by Mr. Al-Zaqzuq and seconded by Mr. Choudhury to elect the following slate of officers for the 24/25 year:

President – Abu-Shanab
Vice President – Ibrahim
Secretary – Hamad
Treasurer – Al-Zaqzuq

The vote was unanimous (3/0) in favor of the motion. AYES – Al-Zaqzuq, Ibrahim, and Choudhury. Motion passed. Officers elected.

It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to adopt the annual resolutions as presented and including:

- Election of Officers
- Legal Counsel
- Independent Auditor
- 2024-2025 School Calendar
- Indemnification
- Postings
- Board Corresponding Agent
- Title VI – Civil Rights Representative
- Freedom of Information Coordinator
- Homeless Children and Youth Liaison
- Title IX Representative
- Account Designation and Signatory Authority
- Print Media
- Insurance Procurement
- Chief Administrative Officer
- Budget Timeline
- AHERA Contact
- Board Recording Secretary
- Sexual Harassment Contacts
- Section 504 Contact
- FERPA Contact

- Playground Safety Act Contact
- School Safety Commission Liaison
- Contract Negotiation

The vote was unanimous (3/0) in favor of the motion. AYES – Al-Zaqzuq, Ibrahim, and Choudhury. Motion passed. Annual resolutions adopted.

Correspondence

Correspondence from the Department of Education was received recognizing Caniff Liberty Academy as a continuing public-school academy.

Reports

Mr. Saber welcomed the Board to the first meeting of the 24/25 school year noting that teachers have returned, and students will be back in the building on September 3, 2024. Dr. Ali then highlighted the written report and reiterated that teachers have returned, and professional development activities are underway. She highlighted summer school activities that had an average attendance of 75%. MSTEP data is still embargoed but administrators are reviewing the data and will present the Board with data in September.

Dr. Coggins summarized the July financial reports noting cash on hand, fund balance, and actual to budget percentages for both revenues and expenditures.

Consent Agenda

The consent agenda included approval of the following:

- June Minutes (Regular and Budget Hearing)
- Financial Reports

It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to approve the prior meeting minutes from June including the budget hearing and regular meeting. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Ibrahim, and Choudhury). Motion passed – Minutes approved.

It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to approve the Financial Reports as presented. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Ibrahim, and Choudhury). Motion passed – Financial Reports approved.

Other Business

It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to approve the Emergency Days – Virtual Instruction Plan. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Ibrahim, and Choudhury). Motion passed – Emergency Days Virtual Instruction Plan approved.

Dr. Ali presented the revised 24/25 Student Handbook noting the changes. It was moved by Mr. Al-Zaqzuq and seconded by Dr. Ibrahim to approve the Student Handbook as presented. The vote was

unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Ibrahim, and Choudhury). Motion passed – Student Handbook approved.

Mr. Saber reported that the church next door is available for sale. He also reported that an appraisal has been completed and received. It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq to approve an offer of \$325,000 and authorize Mr. Saber to negotiate up to \$350,000 for the purchase of this property. The vote was unanimous (3/0) in favor of the motion (Ayes - Al-Zaqzuq, Ibrahim, and Choudhury). Motion passed – Purchase offer approved.

Authorizer Comments

The July and August Board Briefs were provided to the Board.

Ms. Dorsett brought comments to the Board from Oakland University.

Extended Public Comments

There was no extended public comment.

Closing Items

The next meeting was announced for Wednesday, September 18, 2024. Dr. Ibrahim noted that he would not be able to attend.

It was moved by Dr. Ibrahim and seconded by Mr. Al-Zaqzuq that the meeting be adjourned at 6:45 p.m. The vote was unanimous in favor of the motion. Motion passed – Meeting Adjourned.

I certify that these minutes were approved [☒] as read, [☐] as corrected, by the Academy Board at a duly noticed open meeting held on September 18, 2024 at which a quorum was present.

By:

Its: Secretary

